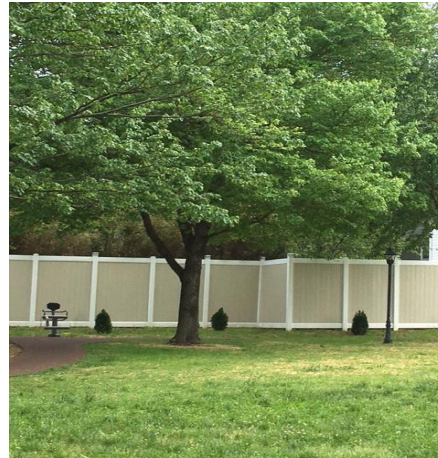


Town Administrators June 2017 Monthly Report





Town Administrators June 2017 Monthly Report

EXECUTIVE SUMMARY

Dear Mayor and Council,

During the month of June staff focused on preparing the final FY18 budget for the Mayor and Council to approve. Total revenue projected for the FY18 budget year is estimated to be \$6,471,367, a 3% increase over the FY17 budget. The budget was presented and adopted by the Mayor and Town Council on Monday, June 12, 2017.

As always, the Town staff and I will continue to make every effort to increase efficiencies in Town services as we serve the citizens of Bladensburg. On behalf of the Town staff, I hope you find this report to be an informative tool that assists you, the policy makers, in better serving the Town of Bladensburg, and provides transparency and useful information to the citizens and businesses of the community. I look forward to hearing any feedback you may have. Please feel free to contact me with any questions, comments, and/or suggestions regarding this report.

TNI TRANSITION TEAM UPDATE

Due to scheduling conflicts, there was not a TNI meeting during the month of June.

The next TNI Team meeting is scheduled for July 26, 2017 at 6:30 PM.

REDSIGING OF TOWN WEBSITE

Staff is working to finalize the content and design for the new website. The Beta Test scheduled for June was postponed due to additional functionality and design changes. The Beta Test will be rescheduled as soon as the changes have been incorporated and approved by the Town Administrator.

OTHER ACTIVITIES/INITIATIVES

Prince George's County Pet Waste Management Initiative

The Town of Bladensburg will be participating in the County's Pet Waste Management Initiative by installing 10 pet waste stations throughout the Town. As part of the program, the Town met with Mike Hunninghake from the University of Maryland's Environmental Center to develop a communications plan to include:

- Posting materials on the Town website.
- Sending out information in the Town's weekly news-blasts.
- Including information in the September newsletter about the program.
- Posting information on the Town's Facebook page.
- Posting information on the Town's cable channel.

MARKETING INITIATIVES

E-Blast Weekly updates

The Town of Bladensburg initiated a Weekly News-Blast through the use of Constant Contact in December of 2016 to as one of several Community Outreach tools to keep the community informed of what is happening in the Town. When the Town first started the Weekly News-blast Notifications we had 300 subscribers. As of the end of June, the Weekly News-blast subscriber list has grown to 571 active subscribers.

During the month of June, 21 new email addresses were added to the weekly news-blast subscriber list, our highest so far. This report shows the growth in number of new contacts that have been added to the Town's Mailing list(s) over the last 30 days. These contacts have been added through various outreach initiatives to include through Town staff, Join My Town's Facebook page, forward to a friend, and other methods that have been created to encourage members of the community to join our lists.

Ms. Dureke and Town Staff are encouraging residents and members of neighboring communities to sign up for the Weekly News-Blast to stay informed about events, meetings and issues impacting the community. Community members interested in receiving the Weekly News-blast can do so by contacting Ms. Dureke at cdureke@bladensburg.net.

Ms. Dureke has also set-up at Town Facebook page and Twitter page. Make sure to like us on Facebook page at facebook.com/TOBladensburg@TOBladensburg.

Strategic Plan Community Outreach

The Town will be hosting the "Future of Bladensburg" Strategic Plan meetings in Ward I and Ward II. The purpose of the meetings are to inform residents on how they can Empower change and Impact their community; and how the Town's new Strategic Plan will play a vital role in their future.

The “Future of Bladensburg” meetings are scheduled for

Ward I

August 23, 2017

7:00 PM

Town Hall

4229 Edmonston Road

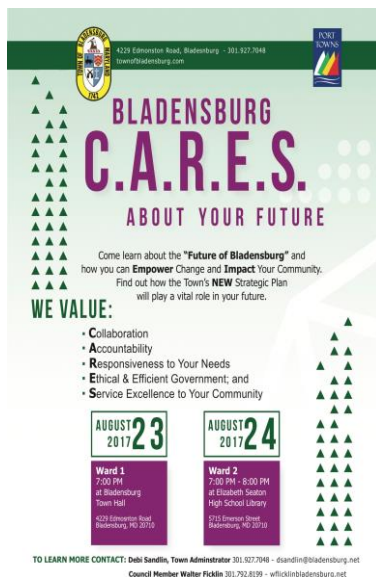
Ward II

August 24, 2017

7:00 to 8:00 PM

Elizabeth Seton High School Library

5715 Emerson Street



GRANTS

The following grants have been applied for and/or awarded.

- CDBG: PY 42, Phase 53rd Place. \$100,000. Ready for Pre=construction meeting
- CDBG: PY 43, Sidewalks - \$100,000 awaiting environmental review.
- Prince George’s Historic Preservation Commission - \$47,160 for Bostwick Buttress, Phase 1, awaiting Easement.
- Maryland Heritage Areas Authority - \$65,000 – For the 2nd phase of the buttress at Bostwick House.
- DHCD-Community Legacy, PG Healthy Homes 2017, amount \$150,000. Project ongoing and homes being serviced.
- MEA EmPOWER LMI Weatherization, Collaboration 2017, \$750,000, 154 identified projects current, projects ongoing, grant will close 5-1-2018.
- DHCD-Community Legacy, Port Towns Clean and Green (Big Belly's) \$100,000, eleven receptacles ordered and will be installed in September 2017.
- GVRG-GOCCP-Gun Violence Reduction 2017, \$4,000. Overtime reimbursement for specific enforcement Gangs and drugs. All funds depleted and reimbursement will be complete by 8-1-17
- SBSE-GOCCP-School Bus 2017, \$6000. Overtime reimbursement for specific patrols targeting unlawful passing of school buses. All funds depleted and all reimbursement requested.
- Maryland Transportation-Aggressive Driving \$4000. Awaiting Award and MOU to implement program.
- Maryland transportation-DUI Enforcement \$4000. Awaiting Award and MOU to implement program.

- GOCCP-Bullet Proof vests - submission is expected in days to weeks for 2017 to 2018 \$8000.
- DHCD-Community Legacy, PG Healthy Homes 2018, \$150,000. Application submitted at the request of DHCD. Awards will be announced in January 2018
- DHCD-Community Legacy, Port Towns Clean and Green (Big Belly's), \$100,000. Application submitted at the request of DHCD and awards will be announced in January 2018.
- MEA EmPower LMI Weatherization, Collaboration, 2018. \$750,000. Application submitted at MEA request. Awards announced in February 2018.

Total Grants Applied for and/or received - \$2,338,160

MARYLAND MUNICIPAL LEAGUE 2017 SUMMER CONFERENCE

The Town Administrator attended the Maryland Municipal Leagues 2017 Conference in Ocean City, MD. While at the Conference, the Town Administrator continued to participate in the University of Maryland's Academy of Excellence in Local Government. The Academy courses are designed to provide local government officials with an education that is applicable to their day-to-day duties. The following Core and Electives Courses were taken during the Conference:

Core Class – Ethics

The Ethic's Class focused on:



- The significance of ethical behavior in local government.
- The legal map of Maryland and Local Ethics Law - Title 5 of the General Provisions Article of the Annotated Code of Maryland.
- What constitutes unethical behavior.
- How ethical lapses happen: lack of attention to detail, pride, greed, failure of moral courage.
- The consequences of unethical behavior; to the person and to the entity: order of compliance, reprimand, recommendation for censure or removal, fines, discipline under personnel rules, etc.
- Why we need Ethics Codes.

Elective Classes

Elective classes are designed around broad categories of topics which can strengthen the ability of local officials to govern effectively. The topics relate to practical and administrative skill

building, frameworks for understanding service delivery and planning concerns from a Maryland local government perspective, and legal and risk management issues in Maryland.

- Grants 201 – Administration from Award to Audit
- Social Media for Responsive Service
- Transfer of Development Rights
- Hot Button Legal Issues
- Resolving Municipal Conflict

MEETINGS/EVENTS/COMMUNITY INVOLVEMENT

The Town Administrator was involved in the following meetings/events and community outreach activities:

1. Attended the B5 Business Roundtable meeting.
2. Met with Councilmember Ficklin to start the planning process to take the Strategic Plan presentation out to the community. We will be holding a series of community meetings in both Ward I and Ward II.
3. Met with Mike Hunninghake with the University of Maryland's Environmental Finance Center to develop a Community Outreach Communications Plan to roll-out Prince George's County's Pet Waste Management Initiative.
4. Attended the Ernest Maier Maryland National Capital Planning Board meeting.
5. Met with Margaret McFarland, Director of the University of Maryland's School of Architecture, Planning and Preservation to discuss working with the fall class to develop a Master Plan/Rebranding of 450/Annapolis Road Corridor.
6. Held an Employee appreciation cook-out.

